



## **TVCS D Board of Director's Meeting Agenda**

**Date: Wednesday, March 9, 2016, 7 – 9 pm**

**Location: Tomales Town Hall, Tomales, California 94971**

### **I. Call To Order**

**II. Open Communication** Time for community members and visitors to bring up items they wish to discuss and items that do not appear on the agenda. Added items will be included under Other Business.

### **III. Approval of March 9, 2016 BOD Agenda Action**

### **IV: Approval of December 9, 2015 and February 10, 2016 Minutes Action**

### **V. Financial Report (Melinda Bell)**

- a. Accept Check Registers and Approve Expenditures Action
- b. Financial Manager's Report
- c. Review and Approve Financial Statements Action

### **VI. General Manager's Report**

- a. Review GM report
- b. Review Addendum No. 2 to Services Contract Action

### **VII. Phillips & Associates Report**

- a. Review reports for January 2016

### **VIII. Committee Reports**

- a. Financial Advisory Committee (FAC)
  - 1. Review approved February 24, 2016 minutes
  - 2. Review draft policies for Park Rental Policy/Contract and Committees Policy
- b. Park Advisory Committee (PAC)
  - 1. Review January and February minutes
  - 2. Review & approve 2015/2016 amended Measure A work plan Action
  - 3. Review and approve PAC vote not to charge fees or deposits for memorial services Action
  - 4. Brainstorm questions for Kevin Wright, Measure A Coordinator, for April 13<sup>th</sup>, 2016 meeting

### **IX. Pending Business**

- a. Training updates/reminders
  - 1. Brown Act Training
  - 2. Ethics
  - 3. Sexual Harassment
- b. Form 700 due
- c. TVCS D Organizational Flow Chart
- d. Stipend timesheets due end of March
- e. Bank signature authorization forms due

## **X. Other Business**

### **XI. New Business**

- a. Proposed Spring 2016 Newsletter **Action**

### **XII. Correspondence**

### **XIII. Adjournment**

**TVCSO MISSION STATEMENT:** *Enhance quality of life, with commitment to the health of the community, by providing dependable wastewater collection, treatment and reuse in an environmentally friendly manner; maintaining safe and reliable recreational park facilities while providing a welcoming forum for active community participation and input.*

*The agenda and supporting documents can be accessed on the TVCSO website 72 hours prior to the meeting. Anyone requesting disability related accommodations may contact the district office 72 hours prior to the meeting.*

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Board of Directors:

Bill Bonini, President • Deborah Parrish, Vice President • Donna Clavaud  
Peter MacLaird • Dru Fallon O'Neill